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Subsection 1.3 General Organizational Responsibility	Revised May 2008

General Organizational Responsibility

DHSS recognizes that the public health needs of the citizens of the state can best be served at the local level. The following responsibilities are divided by organizational structure, with technical assistance, training and contract monitoring originating at a central point in an effort to achieve uniformity statewide and the day-to-day implementation of programmatic responsibilities originating at the local level in an effort to provide the best services to our customers.

Responsibilities of the Bureau of Environmental Regulations and Licensure (BERL)

1. Develop categorical expertise to provide environmental health and safety needs in the most effective and efficient manner. Categorical areas include food protection, environmental lead hazards, private water supplies, recreational water, on-site sewage disposal, commercial lodging and institutional sanitation, hazardous materials, and childcare.
2. Draft guidelines to assist in implementing categorical services.
3. Monitor contracts through the review of file documentation for appropriate interpretations of state law, rules and guidelines, field surveys, and evaluation of information contained in reports.
4. Develop training courses and seminars for group training purposes.
5. Draft proposed legislation as necessary.
6. Develop criteria, protocol, and evaluation for environmental public health needs assessments.
7. Assist local EPHS's where appropriate in conducting environmental public health assessment surveys.

Common Responsibilities of Local Public Health Agency (LPHA)

1. Implement programs as designated by locally adopted ordinances.
2. Implement categorical environmental health services as specified in the contract between DHSS and LPHA.
3. Provide periodic status reports on various environmental public health service activities to the appropriate regional or central office staff.
4. Consult with the appropriate regional staff when work orders and closing orders seem appropriate and there is no local ordinance available.
5. When appropriate, conduct local environmental public health assessment surveys.
6. Notify appropriate regional staff about fires or other emergency/disasters effecting areas of the public's health if assistance is needed.